

# RECORD OF PROCEEDINGS

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## Meeting Minutes of the Estes Valley Fire Protection District

November 30, 2022 5:30 p.m.

Dannels Fire Station, 901 N. St. Vrain Ave., Estes Park, CO 80517

**Board:** Jon Hodde, Larry Leaming, Dave Hamrick, Brian Tseng, Ryan Bross

**Staff:** Board Recording Secretary Goetz, Chief Wolf, Div. Chief Landkamer, Div. Chief Capo

**Also Attending: Captain Rick Spear**

**Absent:** all present

The following minutes reflect the order of the agenda and not necessarily the chronological sequence of the meeting.

**President Jon Hodde called the meeting to order at 5:30 p.m.**

**Chief Wolf led the Pledge of Allegiance**

**Secretary Goetz performed roll call** – all present, Brian Tseng via ZOOM

### CONFLICT OF INTEREST

None

### PUBLIC COMMENT / BOARD COMMENT

No public comment

The board would like to thank everyone who took the time to attend the Tuesday night talk about the internal survey results.

### APPROVAL OF AGENDA

Moved by Ryan Bross, seconded by Dave Hamrick to approve the agenda as written. Motion carried unanimously.

### APPROVAL OF MINUTES

Moved by Larry Leaming, seconded by Ryan Bross to approve the 11/09/2022 meeting minutes as written. Motion carried unanimously.

**Presentations:** Division Chief Paul Capo presented updates from the Operations & Training Division via a handout and a PowerPoint presentation. Chief Capo reviewed the training hours, classes provided and attendance YTD. He also reviewed the training matrix and number of current members with certifications. The 2022 recruitment numbers were also shared.

### REPORTS

#### Fire Chief Report –

##### **Administrative Division:**

- Upcoming Events
  - Family Dinners
    - December 13 (Holiday Party)

##### **Prevention Division:**

- Hiring
  - Update on Wildfire Specialist Position
  - Update on Code Safety Position
- Watershed Collaboration meeting schedule – Bross & Hamrick to attend

##### **Training Division:**

- Provided during Chief Capos presentation

##### **Operations Division:**

Provided during Chief Capos presentation

##### **Station & Apparatus:**

- Upstairs is painted, waiting on trim and carpet
- New compressor / cascade scheduled to ship 12/16, old to training site

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## **Volunteer Captain Report –**

Captain Spear wanted to offer congratulations to the Rugabers' on the birth of their baby. A member put together a Thanksgiving Day touch football game and another is organizing a ski day to Eldora. Both of these are great teambuilding events. Captains will be working on annual evaluations shortly at year end. Captains will be meeting with the Chiefs on Friday to review the findings of the Tuesday meeting discussion of the internal survey results. Captain Spear received good feedback on the meeting and would like the board to be available if needed for future meetings with the membership. There is one Lieutenant vacancy, and the officer group is discussing how to move forward with promotions and training.

**Treasurer's Report-** Brian Tseng reviewed the October balance sheet(s) including, but not limited to: governmental funds and schedule of capital assets, statement of revenues, expenditures, and changes in fund balance for general operations, operating reserve, Tabor and capital reserve were also provided. Sales tax projections were discussed. Moved by Dave Hamrick, seconded by Larry Leaming to accept paid bills. Motion carried unanimously.

## **OLD BUSINESS**

### **Strategic Planning:**

- Internal Survey
  - Presented at last meeting
- Architectural Work
  - Presentation to Board November 9<sup>th</sup>
- External Survey
  - Presenting next meeting
- Anticipate 12/14 and following discussions will be around what to do with the information in determining priorities, ask, and strategy
  
- February 24 is deadline for Board seat self-nominations
- March 3 is deadline to certify question

### **Board Committees:**

President Hodde expressed the desire to create committees to facilitate the flow of communication to/from the board and to/from the membership. Two committees were established. Affirmative support for committees was echoed by each member of the board.

- Wildfire Risk Reduction / CWPP Implementation (Hamrick, Leaming)
- Community Risk Reduction / Code Application (Tseng, Bross)

### **2023 Budget:**

Chief Wolf stated that there were no significant changes since the last presentation. The administrative staff is working to transition into QuickBooks with the help of Pinnacle Consulting Group, the districts accounting firm.

## **POLICY UPDATES**

### **Second Review and Approval of Policy #282 Pay Philosophy Policy**

No updates or changes since the last presentation. Motion by Ryan Bross, seconded by Dave Hamrick to approve policy #282 Pay Philosophy Policy.

### **Second Review and Approval of Policy #180 Employee Payroll, Salary Ranges, and Pension Policy**

No updates or changes since the last presentation. Motion by Dave Hamrick, seconded by Larry Leaming to approve the changes to policy #180 Employee Payroll, Salary Ranges, and Pension Policy.

## **NEW BUSINESS**

### **Resolution #2022-04 Declining Participation in Colorado Family & Medical Leave Insurance Program (FAMLI)**

Chief Wolf presented the resolution to the board indicating that the reasoning that was discussed at the first presentation was included in the opt-out resolution.

Motion by Ryan Bross, seconded by Larry Leaming to approve resolution 2022-04 to decline participation in FAMLI. Motion carried unanimously.

### **Resolution 2022-05 Explaining the EVFPD's Commitment to a Volunteer Firefighter Model**

President Hodde presented resolution 2022-05 explaining the EVFPD's commitment to a volunteer firefighter model. Secretary Hamrick voiced that he would like to see a change to page 2 item 1 where it referenced being tied to adopting the 2022 strategic plan. This concern was voiced by other board members as well. The board re-worded that section, and the entire resolution was read in:

#### **ESTES VALLEY FIRE PROTECTION DISTRICT**

#### **RESOLUTION NO. 2022-05**

#### **A RESOLUTION EXPLAINING THE**

#### **ESTES VALLEY FIRE PROTECTION DISTRICT'S**

#### **COMMITMENT TO A VOLUNTEER FIREFIGHTER MODEL**

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WHEREAS, the Estes Valley has been protected by volunteer firefighters since 1907; and

WHEREAS, our volunteer force has historically and continually been comprised of dedicated servants who put the needs of their community above all else; and

WHEREAS, the sacrifice and commitment of the volunteers who have served this valley for over 115 years is sincerely acknowledged and greatly appreciated; and

WHEREAS, the Estes Valley continues to have the threat of significant emergencies that could overwhelm a career only staffing model; and

WHEREAS, maintaining a volunteer response model provides sound fiscal responsibility and cost savings for the residents and guests of the Estes Valley; and

WHEREAS, career positions may enhance and support, but not replace our volunteer firefighter model; and

WHEREAS, the District has and will continue to commit resources to ensuring volunteers are well trained and equipped; and

WHEREAS, the District has and will continue to commit resources to ensuring volunteers are provided with benefits and incentives to support their service to the community; and

WHEREAS, the District has the opportunity to honor the history of our volunteer firefighter model while ensuring the needs of our community are met;

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the District ("**Board**") as follows:

1. Commitment. The Board commits to making decisions in accordance with the principles and values expressed in this and similar District Resolutions.
2. Severability. If any part, section, subsection, sentence, clause or phrase of this Resolution is for any reason held to be invalid, such invalidity shall not affect the validity of the remaining provisions.
3. Effective Date. This Resolution shall take effect and be enforced immediately upon its approval by the Board.

ADOPTED this 30<sup>th</sup> day of November, 2022.

Motion by Ryan Bross, seconded by Dave Hamrick to approve resolution #2022-05 A Resolution Explaining the EVFPD's Commitment to a Volunteer Firefighter Model. Motion carried unanimously. This resolution is to be signed by all five board members to show unanimous support.

There will be a Pension Board Meeting on Wednesday, December 14<sup>th</sup> at 5:00 pm.  
The next regularly scheduled board meeting will be on Wednesday, December 14<sup>th</sup> at 5:30 pm.

Meeting adjourned at 7:12 pm.



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David Hamrick, Secretary

*The Mission of the Estes Valley Fire Protection District is to provide the citizens of and visitors to the Estes Valley with superior fire prevention, fire protection and emergency services in a safe and efficient manner."*

*"The Mission of the Board of Directors of the Estes Valley Fire Protection District is to establish policy, goals, strategies and financial leadership that are the foundation for the long-term sustainability of the District."*